

GEORGIA, \_\_\_\_\_ COUNTY

\_\_\_\_\_ COURT OF \_\_\_\_\_ COUNTY

Civil Action File No. \_\_\_\_\_

\_\_\_\_\_  
(Plaintiff)

\_\_\_\_\_  
(Address)  
versus

Plaintiff's Attorney and Address:

\_\_\_\_\_  
(Defendant)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Garnishee)

\_\_\_\_\_  
(Address)

Personally appeared \_\_\_\_\_  
who on oath says that he is Agent-Attorney-At-Law for \_\_\_\_\_

Plaintiff herein, and that \_\_\_\_\_  
Defendant is indebted to said Plaintiff in the sum of \$ \_\_\_\_\_ Principal,  
\$ \_\_\_\_\_ Interest, \$ \_\_\_\_\_ Attorney's Fees and \$ \_\_\_\_\_  
Cost and that said Plaintiff has (a suit pending) (judgment obtained) in suit No. \_\_\_\_\_  
at the \_\_\_\_\_ Term, 20 \_\_\_\_\_ of the \_\_\_\_\_ Court of  
\_\_\_\_\_ County, and that Affiant has reason to apprehend the loss of said sum or some part  
thereof unless process of garnishment issues. (That Plaintiff believes Garnishee is or may be an employer of Defendant and subject  
to continuing garnishment and requests that summons of continuing garnishment issue.)

\_\_\_\_\_  
Affiant

Sworn to and Subscribed Before Me,

This \_\_\_\_\_, 20 \_\_\_\_\_.  
\_\_\_\_\_  
Clerk or  
Notary Public

Approved:

This \_\_\_\_\_, 20 \_\_\_\_\_.  
\_\_\_\_\_  
Court of \_\_\_\_\_ County  
Judge  
Magistrate

**GEORGIA, \_\_\_\_\_ COUNTY**

I have this day served Summons of Garnishment issued upon within Affidavit on \_\_\_\_\_  
by serving the same on \_\_\_\_\_ its \_\_\_\_\_  
and personally in charge of the office and place of business at the time of service on Garnishee in said County at \_\_\_\_\_  
o'clock at \_\_\_\_\_ M.

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Deputy Sheriff \_\_\_\_\_

Constable \_\_\_\_\_

**GEORGIA, \_\_\_\_\_ COUNTY**

I have this day served Summons of Garnishment issued upon within Affidavit on \_\_\_\_\_  
at \_\_\_\_\_ o'clock \_\_\_\_\_ M.

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Deputy Sheriff \_\_\_\_\_

Constable \_\_\_\_\_

**CERTIFICATION OF PERSONAL SERVICE**

**GEORGIA, \_\_\_\_\_ COUNTY**

I have this day served Defendant \_\_\_\_\_  
personally with a copy of the within Summons.

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Deputy Sheriff \_\_\_\_\_

Attorney \_\_\_\_\_

Agent \_\_\_\_\_

Constable \_\_\_\_\_

**GEORGIA, \_\_\_\_\_ COUNTY**

Diligent search made and Garnishee \_\_\_\_\_  
not to be found in the jurisdiction of said Court.

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Deputy Sheriff \_\_\_\_\_

Constable \_\_\_\_\_

Judgment in \_\_\_\_\_ Court

This is to certify that the within is a true and correct copy  
of the original affidavit for Garnishment of record and on  
file in the Clerk's Office.

**DEFENDANT TO BE SERVED BY:**

Sheriff \_\_\_\_\_

Constable ☐

Mail ☐

Principal \$ \_\_\_\_\_

Interest \$ \_\_\_\_\_

Attorney Fees \$ \_\_\_\_\_

Cost Main Case \$ \_\_\_\_\_

Main Case No. \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Clerk

IN THE \_\_\_\_\_ COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA

\_\_\_\_\_  
Plaintiff

v.

\_\_\_\_\_  
Defendant

Civil Action File No. \_\_\_\_\_

\_\_\_\_\_  
Defendant Social Security Number

\_\_\_\_\_  
Garnishee

\_\_\_\_\_  
Address

**SUMMONS OF CONTINUING GARNISHMENT**

\_\_\_\_\_  
Garnishee

Amount Claimed Due on Judgment \_\_\_\_\_

Total Cost \_\_\_\_\_

Court of Judgment \_\_\_\_\_

Judgment Case No. \_\_\_\_\_

\_\_\_\_\_  
Address

YOU ARE HEREBY COMMANDED to hold immediately all property, money, wages, except what is exempt, belonging to the defendant, or debts owed to the defendant named above at the time of service of this summons and between the time of service of this summons to and including the one hundred seventy-ninth day thereafter. Not later than 45 days after you are served with this summons, you are commanded to file your answer in writing with the clerk of this court and serve a copy upon the plaintiff or his attorney named above. This answer shall state what property, money, wages, except what is exempt, belonging to the defendant, or debts owed to the defendant, you hold or owe at the time of service of this summons and between the time of such service and the time of making your first answer. Thereafter, you are required to file further answers no later than 45 days after your last answer. Every further answer shall state what property, money, and wages, except what is exempt, belonging to the defendant or debts owed to the defendant, you hold or owe at and from the time of the last answer to the time of the current answer. The last answer required by this summons shall be filed no later than the one hundred ninety-fifth day after you receive this summons. Money or other property admitted in an answer to be subject to continuing garnishment must be delivered to the court with your answers. Should you fail to file answers as required by this summons, a judgment will be rendered against you for the amount the plaintiff claims due by the defendant.

WITNESS the HONORABLE \_\_\_\_\_ Judge/Magistrate of Said Court

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_. \_\_\_\_\_ Clerk

\_\_\_\_\_ Court of \_\_\_\_\_ County

\_\_\_\_\_  
Plaintiff's Attorney

Georgia, \_\_\_\_\_ County

Service perfected on Garnishee, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
(Defendant)

\_\_\_\_\_  
Deputy Sheriff    Attorney    Agent    Constable

SEE REVERSE SIDE FOR IMPORTANT INSTRUCTIONS

### IMPORTANT INSTRUCTIONS

**GARNISHEE**

1. If the Defendant listed on the reverse side of this summons is not presently employed by the Garnishee or said Defendant's employment is terminated after service of this summons, then designate the same under the section "Garnishee Further States" on the answer form.

2. File your Answer at \_\_\_\_\_

3. If you are not familiar with the Georgia Law applying in garnishment cases consult your attorney, or otherwise obtain correct information before paying the Defendant any sum you have been served with this Summons of Garnishment.

4. A letter is insufficient even though the Defendant is not employed by you.

5. Plaintiff, or their counsel, is the only one who can authorize the Court to issue a release and relieve you of filing Answer to this Summons.

6. Failure to file answer may result in a default judgment being entered against Garnishee for the amount claimed by Plaintiff against Defendant, plus court cost.

7. Other Instructions: \_\_\_\_\_

1. Defendant may file a traverse or bond to dissolve the garnishment.

**DEFENDANT**

2. If you are unfamiliar with the Georgia Law applying to garnishments consult an attorney or otherwise obtain correct information before proceeding in this matter.

3. File your traverse at \_\_\_\_\_

4. Failure to file a traverse of Summons will result in a conclusive presumption that the garnishment was properly issued.

5. A garnishment against the property and credits of the Defendant has been or will be served on the Garnishee.

GEORGIA, \_\_\_\_\_ COUNTY

\_\_\_\_\_ COURT OF \_\_\_\_\_ COUNTY

\_\_\_\_\_  
(Plaintiff)

Civil Action File No. \_\_\_\_\_

\_\_\_\_\_  
(Address)  
versus

Plaintiff's Attorney and Address:

\_\_\_\_\_  
(Defendant)\_\_\_\_\_  
(Address)\_\_\_\_\_  
(Garnishee)\_\_\_\_\_  
(Address)Personally appeared \_\_\_\_\_  
who on oath says that he is Agent-Attorney-At-Law for \_\_\_\_\_

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 to continuing garnishment and requests that summons of continuing garnishment issue.)

\_\_\_\_\_  
Affiant

Sworn to and Subscribed Before Me,

 This \_\_\_\_\_, 20 \_\_\_\_\_.  
 \_\_\_\_\_ Clerk or  
 \_\_\_\_\_ Notary Public

Approved:

This \_\_\_\_\_, 20 \_\_\_\_\_.  
\_\_\_\_\_
 \_\_\_\_\_ Court of \_\_\_\_\_ County  
 \_\_\_\_\_ Judge  
 \_\_\_\_\_ Magistrate

**GEORGIA, \_\_\_\_\_ COUNTY**

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by serving the same on \_\_\_\_\_ its \_\_\_\_\_  
and personally in charge of the office and place of business at the time of service on Garnishee in said County at \_\_\_\_\_  
o'clock at \_\_\_\_\_ M.

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Deputy Sheriff

\_\_\_\_\_  
Constable

**GEORGIA, \_\_\_\_\_ COUNTY**

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\_\_\_\_\_  
Deputy Sheriff

\_\_\_\_\_  
Constable

**CERTIFICATION OF PERSONAL SERVICE**

**GEORGIA, \_\_\_\_\_ COUNTY**

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personally with a copy of the within Summons.

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Deputy Sheriff

\_\_\_\_\_  
Attorney

\_\_\_\_\_  
Agent

\_\_\_\_\_  
Constable

**GEORGIA, \_\_\_\_\_ COUNTY**

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not to be found in the jurisdiction of said Court.

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Deputy Sheriff

\_\_\_\_\_  
Constable

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**DEFENDANT TO BE SERVED BY:**

Sheriff

Constable ☐

Mail ☐

Principal \$ \_\_\_\_\_

Interest \$ \_\_\_\_\_

Attorney Fees \$ \_\_\_\_\_

Cost Main Case \$ \_\_\_\_\_

Main Case No. \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Clerk